Probation Committee
Judicial Conference of Indiana

May 10, 2002
Minutes

The Probation Committee of the Judicial Conference of Indiana met at the Indiana Convention Center on Friday, May 10, 2002 from Noon to 3:00 p.m.

1. Members present. The following members of the committee were present: Mary Harper, Diana LaViolette, Thomas Perrone, Kathleen Coriden, Douglas R. Bridges, Thomas Gray, Daniel Vanderpool, and John Surbeck, chair.

2. Staff present. Jane Seigel, Jenny Bauer, Michelle Goodman, and Bob Champion provided the committee with staff assistance.

3. Others present. Also in attendance were Eric Zimmerman, president of the Probation Officers Professional Association of Indiana, and Susan Rice, vice president of POPAI.

4. Minutes approved. The committee approved the minutes from the March 8, 2002 meeting.

5. Open forum at Probation Officers Annual Meeting. Judge Surbeck reported that Judge Harper, Judge LaViolette, former committee chair David Matsey, and himself participated in the open forum with probation officers at the Probation Officers Annual Meeting on May 9, 2002. Jenny Bauer distributed copies of the comments and questions raised by probation officers during the forum. Judge Surbeck noted that the majority of comments made were on the subject of the Minimum Salary Schedule.

6. Minimum Salary Schedule. The committee continued its review of the Minimum Salary Schedule and had a lengthy discussion concerning longevity and making the schedule more uniform. Michelle Goodman distributed two drafts of revised schedules with all minimum salaries raised by 3%. The committee reviewed the drafts and discussed tying annual increases in the schedule to the annual increase given by the state. The committee voted to recommend to the Board of Directors that the minimum salaries for 0-5 years in the schedule be increased by 15% (3% for each of the five years since the schedule became effective in 1997) and that future increases in the schedule be tied to the increase given to state employees. The committee requested the staff attorneys to make the language in the schedule clearer on the issue of the increase for a master's degree (base salary raised by 5% each year) and asked that an example be included. The committee also requested that the new form clearly state that the schedule applies to all Indiana probation officers and that the salaries in the schedule are minimums. Jane Seigel suggested

that this Minimum Salary Schedule for Probation Officers should be discussed at the orientation for new judges. On the issue of longevity, the committee voted to recommend the following increases to the Board of Directors: a 10% increase at year 10 ($37, 248), a 10% increase at year 15 ($40,973), and a 10% increase at year 20 ($45,070). The committee also discussed their concern with some chief/assistant chief probation officers making less than probation officers without any supervisory duties. The committee voted to recommend to the Board of Directors that chief probation officers, assistant chief probation officers, and supervisor probation officers get their minimum base salary based on their years of experience, and then the following additional compensation: $2500 for a chief in a department with 1-3 officers; $5000 for a chief in a department with 4-8 officers; $10,000 for a chief in a department with 9-15 officers; $15,000 for a chief in a department with 16 or more officers; $5000 for an assistant chief in a department with 9-15 officers; $10,000 for an assistant chief in a department with 16 or more officers; and $5000 for a supervisor probation officer in a department with 16 or more officers. Finally, the committed voted to recommend that the changes to the minimum salary schedule be effective in 2004. The committee agreed that Judge Surbeck will present these recommendations to the Board of Directors at the June 14 Board meeting.

7. Next meeting. The next meeting of the Probation Committee is scheduled for July 12, 2002.

Respectfully submitted,

Jennifer A. Bauer
Staff Attorney